

# Interview tips to make a great impression



## 1. Resume Tips

- Highlight your most relevant experience to the job you are applying for.
- Emphasize your accomplishments, results and proud work moments over responsibilities. Include any measurable business outcomes whenever possible.
- Your most recent experience is the most important section on the resume.
- If you list something on your resume, be prepared to speak in-depth about it.
- If your resume has extended gaps in employment be prepared to speak to them.



## 2. Interview Prep

- Research the company (Company Website, Glassdoor, LinkedIn, Etc.)
- Learn about the people you are interviewing with (via LinkedIn, Company news, Referrals etc..)
- Prepare your own personal elevator pitch.
- Know why you are interested in the company and role.
- Think of an explanation on why you are job searching.



## 3. What to Bring?

- Pen and paper—to take notes.
- Several copies of your resume.
- Pre-written questions for your interviewers.
- A laptop to display prior work / portfolio etc. (Only bring out the laptop if requested / prompted)



## 4. What to Wear?

- Understand the company culture and dress code. (Dress one level up from the typical attire of company leadership)
- Err on the side of overdressing.
- Comfort is key.
- Don't wear anything that is overly distracting.



## 5. General Interview Tips

- Be brief when describing your work history.
- Use the **STAR** method to answer questions:
  - Situation**— what was the situation you were in?
  - Task**— what was your role in that situation?
  - Action**— what did you do?
  - Result**— what did your actions lead to?

*Keep your answers clear, concise and focused*

- Do not speak poorly of a former employer / leadership



## 6. White Boarding Tips

- Ask questions, clarify the requirements, and write them down.
- Use your space efficiently. Start at the top left of the white board and leave space between lines of code in case you need to go back and make edits.
- Write clearly.
- Explain your code and thought process as you work through the problem.
- If you get stuck, ask for help



## 7. After the Interview

- Send a short thank you email to the recruiter/hiring manager.
- If you take note of all the people in the interview, you can address it to all who were involved in your interview.
- If you did not know the answer to a question in the interview, you can address it in your thank you email.